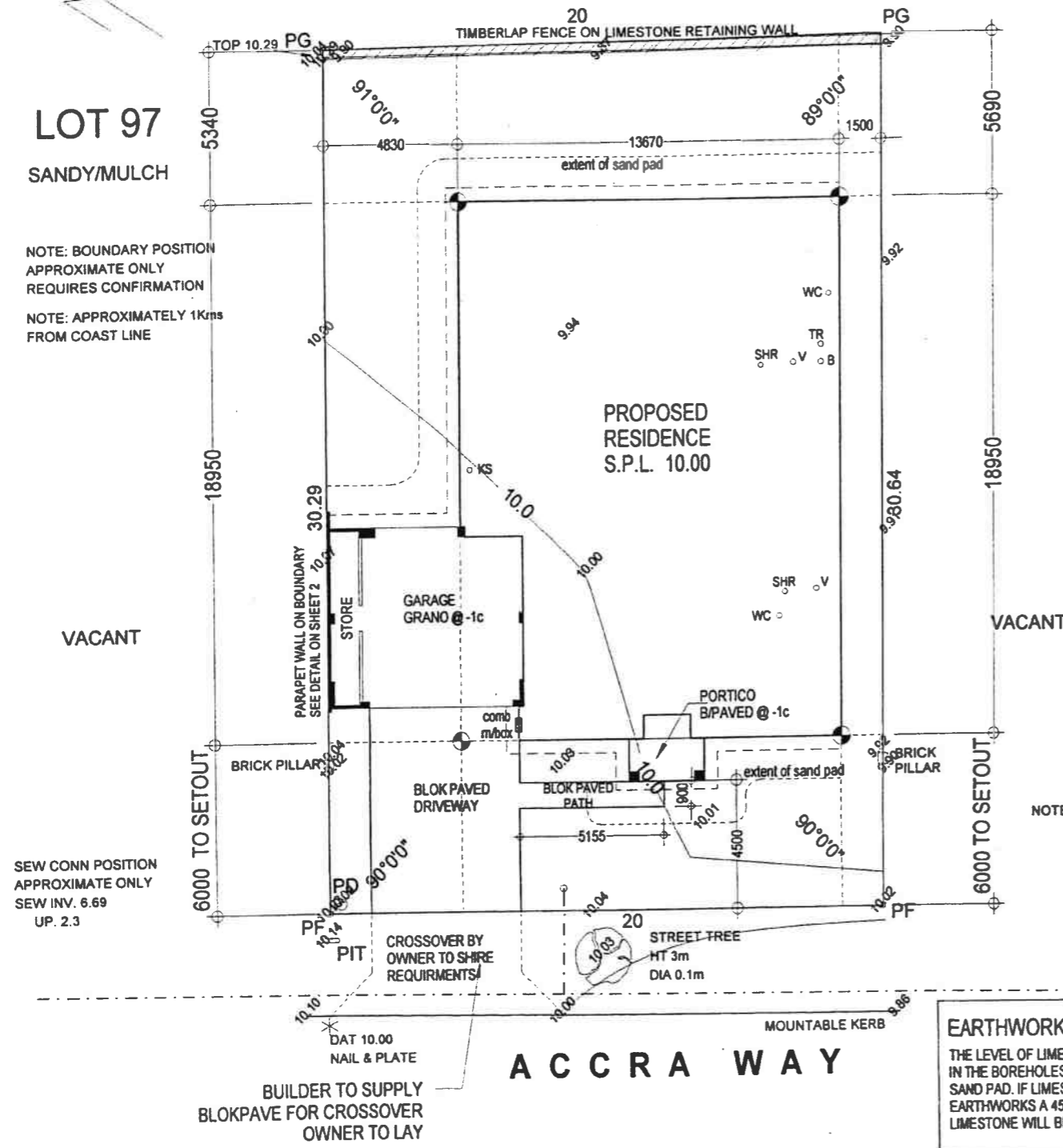


LOT 97
SANDY/MULCH

NOTE: BOUNDARY POSITION APPROXIMATE ONLY REQUIRES CONFIRMATION
NOTE: APPROXIMATELY 1Kms FROM COAST LINE



NOTE: SEWER MH No. Y6077 APPROXIMATELY 31.3m FROM CNR BDY. RL. 9.50 (A.H.D. RL. 25.25)

EARTHWORKER NOTE

THE LEVEL OF LIMESTONE RUBBLE ENCOUNTERED IN THE BOREHOLES DID NOT WARRANT A 450mm SAND PAD. IF LIMESTONE IS ENCOUNTERED DURING EARTHWORKS A 450mm SAND PAD ABOVE ANY SOLID LIMESTONE WILL BE REQUIRED.

SERVICE INFORMATION & LEGEND

SEWERAGE	YES	1.1m DEEP	WATER	YES	PRELAD	YES	LEFT
GAS	YES	TELSTRA	YES	POWER	U/G		
AREA	NEW	C. POLE REQ'D	NO	BUILDER TO CONFIRM SERVICES.			
WATER	SV ₀ STOP VALVE	HY ₀ HYDRANT	FP ₀ FLUSH POINT	WM ₀ WATER MARKER			
SEWERAGE	○ SEW SEWER MANHOLE	IS ₀ INSPECTION SHAFT	IO ₀ INSPECTION OPENING	GAS GM ₀ GAS MARKER			
POWER	CP ₀ CONSUMER POLE	PP ₀ POWER POLE	LP ₀ LAMP POST	SP ₀ STAY POLE	○ PD POWER DOME		
STORMWATER	○ SW MANHOLE	□ GRATE	□ SIDE ENTRY PIT	TELSTRA PIT	TELSTRA PIT		
SURVEY	°PF PEG FOUND	°PD PEG DISTURBED	°PG PEG GONE	△ STATION	✱ CONTROL POINT		

OFFICE COPY
to be retained for Approval Services files

AMENDED PLAN
RECEIVED 13/7/99

AMENDMENTS/VARIATIONS		DATE			
		V.O. No.			
LOT 97 ACCRA WAY	SUBURB	QUINNS ROCK	PLAN	22936	C/T Vol.Fol. 2149/952
CLIENT	GLANVILLE	BUILDER	COMMODORE HOMES	MAP REF.	11 06 33
BUILDERS		BUILDERS (Cont)		A.C.S. MEMBER OF THE ASSOCIATION OF CONSULTING SURVEYORS.	
Services to be confirmed with AUTHORITIES. For Easements etc. check Certificate of Title. Site survey only location of boundary pegs or fences in relation to the boundary is not guaranteed.		The information shown on this drawing is current as at the date of the survey. Earthworks/set out dimensions may vary on site at the builders discretion. Sewer/Drainage may vary from schematic presentation check minimum clearance. Retaining not included/in addition to contract remains owners responsibility.			

DATE	10.02.99	SCALE	1:200
JOB No.	77276	YOURS:	2442
		Postal Address P.O.Box 1257 Midland 6936 Telephone (09) 442 2400 Facsimile (09) 442 2401	
LOT 3 BUSHMEAD ROAD HAZELMERE W.A.			

**MANAGEMENT PLAN FOR
SHORT-TERM ACCOMMODATION**

19/10/2022

PROPERTY ADDRESS

3 Accra Way, Quinn's Rocks

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1. BACKGROUND

Short-term accommodation is a unique way to rent out your own home, for others to experience and instead of leaving a home unoccupied, taking advantage to cover living costs. We propose to rent out our home during short 2-3 month intervals at maximum.

This property will host a maximum of six (6) guests and is a five (5) bedroom, two and a half (2.5) bathroom home with four (4) allocated parking bays. At present only three (3) of the bedrooms will be used to accommodate guests, the other two being used as a home office and recreation room. There will be one (1) queen bed, one (1) double bed (sofa) & three (3) single beds available for guests.

The property is in the "Quinn's Beach" Estate close to the Quinn's Beach Primary School and just a 600m walk to the coast/beach. Nearby are the Jindalee shopping precincts and the local Quinn's Rocks shopping centre which contains a 24-hour IGA supermarket, post office, pharmacy as well as food outlets. Quinn's Rocks Sports and bowling club is also in close proximity.

The property is located just 240m (3-minute walk) from its closest high frequency bus stop (Stop ID: 21935 servicing route 482 which arrives at either Clarkson or Butler Train stations

Our contact details are made available to all guests throughout their stay, and we are obliging to provide our contact details to all adjacent neighbours in the rare chance of an issue arising. We are contactable 24/7 and typically able to attend to any issues or emergencies should they arise quickly and efficiently.

Additionally, we engage cleaning and housekeeping personnel who are located within or near to Quinn's Rocks.

Part of our management procedures & guest handbooks include providing local recommended tips for nearby shops, restaurants, cafes, restaurants, entertainment, sights, attractions & much more. This local spending allows local business in the council area to thrive and continue or expand their operations.

2. OBJECTIVES OF MANAGEMENT PLAN

To clearly outline and demonstrate the management procedures that will ensure the smooth operational management of this property whilst mitigating perceived disruptions to the local amenity & surrounding areas.

3. BOOKING REQUIREMENTS

We anticipate approximately one booking per week with the average trip length being between 4-7 nights. This is based on our previous experience in having used short stay accommodation elsewhere around the world and Australia, as well as from experience hosting Airbnb at other properties.

We specify a mandatory minimum stay length of two (2) nights as we find this significantly deters any unwanted targeting for parties or gatherings as well as assists with the transitioning between guest stays and cleaning protocols. We will also have a strict "no events" option selected within the short-term accommodation platform we use and again listed in detail within the house rules that need to be accepted prior to confirming the booking.

We also have a booking cut-off time that does not allow last minute and late-night bookings to occur from opportunistic and likely undesirable guests.

4. GUEST SCREENING PROCEDURES

When a guest requests or books a stay at this property, we can view or determine whether the guest's profile includes their required verification steps:

- Contact details including full name(s), phone number & e-mail address
- Acceptance of our stipulated house rules
- Confirmed payment
- Profile photo (if set)
- Government issued ID (such as driver's licence or passport)
- Written reviews/recommendations from other hosts
- Their overall star rating which can be categorised for items such as observance of house rules, cleanliness & communication
- Total number of guests & location based
- Their reason for visiting Perth & booking the property

We can then further screen the potential guest by cross referencing linked social media accounts, obtaining names of all guests, requiring government issued ID that all guests are required to submit upon successful booking confirmation.

Once we have carried out a thorough check of the prospective guest, we then have a right to refuse, accept or cancel the reservation. Prior or after acceptance of the booking, we also send our "party screening" message which essentially reiterates our stance on no parties to be hosted at the premises and encourages guests to cancel their booking if that is their intent.

Our set of house rules are displayed both on the online listing and in our comprehensive guest handbook which is located inside the property. We can add additional house rules to suit the property, location or neighbourhood should it be necessary.

The Airbnb platform is currently the only platform we intend listing on and most of our communication is done through the application itself as we are backed by Airbnb's platform, "AirCover" support and \$1m USD host guarantee & \$1m USD host protection insurance underwritten by Lloyd's of London. Once a guest is confirmed, our direct phone numbers are automatically exchanged for any further required communication. We privately message our

guests before, during and after their stays and all the correspondence is saved for our own records.

5. CHECK-IN & CHECK-OUT PROCEDURE

Check-in is from 2:00pm until late, this is because guests can arrive late at night, arrive after work, or have travelled long distances to arrive. We will obtain the arrival time from the guest once their booking is confirmed and aim to maintain check-ins before 8:00pm.

The property includes detailed visual and written easy check in instructions and guests find them extremely easy to follow and do not cause any disruption in checking in or out of our properties.

Check-out is at 10am or earlier on their departure date.

A secured lockbox will be installed at the property and next to the front door so guests can easily access the property. We also offer a 'meet & greet' service and like to find out when their estimated time of arrival will be and may offer to meet the guest from time to time to welcome them to the property if required.

Our check-in instructions are issued to guests two (2) days prior to their arrival and are issued through Airbnb for safety & security. The guests will be issued with detailed check-in instructions to guide them through the whole process, they will receive a photo of the property they are staying at, how to access the lockbox, how to access the front door, a photo of their parking spot and where the council bins are located.

6. GUEST HANDBOOK

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay. This lists our contact details, emergency contact details, emergency plan, house rules, parking rules, bin collection days, public transport, nearby amenities, sights, and attractions in the area and more.

Guests will also always have access to the Airbnb platform during their stay and are required to communicate with us on this platform so all details and communication pertaining to their booking are documented. The Airbnb platform also provides guests with the hosts contact details.

7. MITIGATION & COMPLAINTS PROCEDURE

We are contactable 24/7 and our phone numbers and e-mail addresses are provided to our guests upon confirmation of booking and are also advertised in the property for easy access.

We are more than happy to provide these contact details to nearby neighbours who we all know on a first name basis.

In our online Airbnb listing, which the guest(s) must agree to before booking with us and the also included in the guest handbook, we have extensively listed our house rules in respect to the property and other nearby residents of the surrounding area & amenity. Priority is given to adherence of our noise and parking policy.

Guests and visitors must not create noise which is offensive and excessive to occupiers of neighbouring properties especially between 10pm and 7am Monday to Saturday and 10pm – 9am on Sunday and public holidays, during arrival, and during departure, and at any time throughout the occupancy.

- Offensive and excessive noise is prohibited and may result in termination of permission to occupy the property, eviction, and extra charges for damage, security, and other

- expenses, which may be deducted under the terms and conditions.
- Guests and visitors must not engage in any anti- social behaviour and must minimize their impact upon the residential amenity of neighbours and local community.

If guests fail to adhere to our house rules, they will be at risk of having their booking cancelled immediately. We, police, security, rangers, or other engaged professionals may attend in person to have the guest/s removed, lockbox code and door lock/s may also be required to be changed depending on the circumstances.

If we receive any complaints about guests, they will be dealt with immediately upon receipt of said complaint. We will contact the guests informing them of the situation and any breach of house rules and based on severity of the breach then the reservation may be terminated.

Professionals and/or police may be engaged to attend during & after normal business hours to minimise disruptions to neighbours.

Any complainant will be kept informed throughout the process and will be encouraged to provide evidence to support the cause of us taking swift action. From receipt of a complaint, we aim to resolve all issues swiftly.

8. USE & MAINTENANCE

With real-time access of the bookings calendar and may regularly schedule maintenance works in between guests stays to ensure the property is kept up to our property and guest's expectations. Property maintenance is regularly reported and resolved swiftly either during or after guest's stays depending on the severity so that the appearance of the property meets or exceeds the standard of neighbouring properties.

9. SAFETY

The property includes compliant RCDs and Smoke Alarms. A licenced electrician may be required to provide an electrical safety certificate from time to time to make sure the property is compliant and safe. We also offer first aid kits. If required by the City of Wanneroo we can consider fire extinguishers, fire blankets and implementing an emergency safety plan in case of a fire. In our detailed guest handbook, guests are provided with the contact details for the local police station, hospitals & fire station and that our emergency contact number is '000'.

The pool on the property is fully fenced and compliant having been inspected recently. Pool maintenance will be managed externally while the property is being rented.

10. HYGEINE, COMFORT & WASTE MANAGEMENT

General waste, garden organics and recycling items are to be disposed in accordance with the local council policies & procedures and in the correct allocated bins for weekly collection on Tuesdays.

Any excess rubbish must not be left in sight of a public area and is removed by housekeeping. Guests are notified & reminded to place all rubbish & recycling in the allocated bins at the property.

The cleaning & housekeeping team are also asked to attend and assist with rubbish disposal at checkout and if the property is vacant.

Bin location & contents are monitored by housekeeping at each check-out, and we may gather photo/evidence of this so we can effectively & efficiently maintain the bins both inside the property and to mitigate risk of problems.

The property includes a fully functional kitchen with fridge and pantry for food storage and there has never been problems with vermin or pests – if this changes then we can send professional pest control companies to rectify this swiftly and implement measures to prevent occurrence in future.

The linen and towels are removed following each check out clean and provided to a professional laundering service to wash, dry and return upon completion.

Ceiling fans & air conditioning/heating appliances and regularly checked and repaired or replaced if required, guests are also encouraged to report maintenance to us immediately upon discovery so that swift resolution can be made.

A washing machine will be provided for guest convenience to use during their stay to wash their clothes as required.

11.SECURITY

A Swann security system is installed externally at the property with cameras located at the front door and at the garage as well as in the backyard over the swimming pool. We have the ability to regularly monitor CCTV footage if this is desired by City of Wanneroo. The footage provides an expansive view of the front and back exterior of the property, this can further ensure compliance and observance of house rules.

12.CAR PARKING

The property can accommodate four (4) cars within the main driveway and additionally within the double garage where two (2) further cars can park.

- All parking will be contained within the site boundaries.
- There is no street parking.

Most short-term guests will often have just one hire car between them while other guests will be able to provide us with further information regarding whether they will need to park vehicles at the premises.

As the property will be used for residential purposes, we expect no excessive number of trips to and from the property and we further request that consent is granted for visitors and guests to further mitigate and monitor the usage of the property & parking.

13.SUMMARY

Short stay accommodation is not subject to the same stringent rules of the Residential Tenancy Act 1987 in favour of a tenant and their rights to occupy a premise and therefore we have significant power to be able to manage any potential antisocial behaviour.

We kindly request your favourable consideration of our application to change the use of the property to approved short term accommodation and trust that our professional management is thoroughly demonstrated along with our commitment to maintaining and increasing the appeal and amenity of the surrounding area.

Please reach out to me at the below contact details should you seek any further clarity or additional information relating to the management of the property.